

**MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL**  
**TUESDAY, MARCH 10, 2020**

**I. CALL TO ORDER**

Mayor Pro-Tem West called the open meeting to order at 6:00pm. Council members in attendance: Miller, West, Grover, Davies. **Mayor Ladwig was absent.** City Staff in attendance: City Manager Eli Naffah, City Clerk Gabriel Adams, City Planner Trever Parker.

**II. ADJOURN TO CLOSED SESSION**

1. Conference with legal counsel regarding active litigation. Tsurai Ancestral Society vs. City of Trinidad. Pursuant to California Government Code section 54956.9 (a)
2. City Manager Contract Review/Negotiations Pursuant to Government Code Section 54957

**III. RECONVENE TO OPEN SESSION – The issue involving the Tsurai is being mediated in court.**

**IV. PLEDGE OF ALLEGIANCE**

**V. APPROVAL OF THE AGENDA**

*Motion (Grover/West) to approve the agenda written. Passed 4-0.*

**VI. APPROVAL OF MINUTES – 02-11-2020 cc**

*Motion (Grover/West) to approve the minutes as submitted. Passed 4-0.*

**VII. COUNCILMEMBER REPORTS/COMMITTEE ASSIGNMENTS**

**West:** Attended a Museum/Library/Park meeting to discuss ongoing maintenance issues and responsibilities. The Library is looking for donations of puzzles and board games. HCAOG discussed the ongoing 101 Safety Corridor and Last Chance Grade projects. The Last Chance bypass project will be drilling test holes by helicopter.

**Miller:** RCEA brief update.

**Grover:** Nothing to report.

**Davies:** Trails Committee scheduled to meet this month, pending any updates on Coronavirus restrictions.

**VIII. STAFF REPORTS**

**City Manager Naffah** highlighted items listed in the written staff activity report. Reported that 1) the City Council is planning to hold the second regular meeting on March 24, 2) Verizon is in an expedited permit process with the County and hope to have their new site up and running this summer, and 3) The Energy Commission 1% Loan expired, but the City will reapply. This was an optional source of funding for the Town Hall Solar Project.

**Davies:** Requested an STR Permit update. **Naffah** explained that all the applications were submitted, inspections were complete, and that he was conducting the final review prior to issuance.

**IX. ITEMS FROM THE FLOOR**

*(Three (3) minute limit per Speaker unless Council approves request for extended time.)*

**Elaine Weinreb** – Trinidad area resident

Urged the Council to establish a moratorium on any new water hookups. The humidity level has been very low, there has been very little rainfall, and the grass is already turning brown.

**Richard Johnson** – Planning Commissioner/HARP Representative

The Notice of Availability of the FONSI for the Trinidad Rancheria Hotel Project was released. The City wrote a letter outlining their concerns in 2018. The Coastal Commission approved a consistency determination contingent upon their alternate water source. The water issue is a critical concern of the City, and it's very important that the City review the water policy and provide comments to the BIA on or before March 20.

**Ted Pease** – Trinidad area resident/HARP Representative

The FONSI has been released. To reiterate the comments made about the current drought, there has been very little rain this year. We urge the Council to impose a moratorium on new water hookups outside the City limits, 2) call a public meeting to discuss water issues/policies, and 3) tell the public how you feel, individually, about the Hotel Project. Please host a public meeting to discuss the hotel impacts and interchange plans.

**Dave Hankin** – Trinidad area resident/WCSD Boardmember

Provide BIA with water status from the City's perspective. Also, please review that section of the FONSI, specifically, that deals with the water supply. Apparently 9,800 gpd is the new usage estimate at 70% occupancy, and 14,000 gpd at 100% occupancy. That represents 25-34% of excess water available to the City.

**Carpani Burns** – Activist/NAACP Member

We are on stolen Wyott land. Had a hard time reading the documents provided online. Attention to detail is needed.

#### **X. CONSENT AGENDA**

1. Staff Activity Report – February 2020
2. Financial Statements January 2020
3. Law Enforcement Report February 2020

HCSO Sergeant Kevin Miller introduced Trinidad's new assigned deputy Joe Jager. Highlighted stats, and announced a reminder for all residents to lock their vehicles due to an increase in vehicle break-ins. Also, Sheriff Honsal supports Trinidad's Measure Z funding application. Since Blue Lake did not take part in that shared application for additional deputy coverage, if funded Trinidad may be in a position to have a second full-time deputy for at least 6 months of the fiscal year.

*Motion (Grover/West) to approve the consent agenda. Passed 4-0.*

#### **XI. DISCUSSION/ACTION AGENDA ITEMS**

1. Discussion/Decision regarding Resolution 2020-02: Authorizing the Adoption of the Humboldt Operational Area Hazard Mitigation Plan 2020 Update.

City Manager Naffah explained that the City of Trinidad has participated in a planning process to update the Humboldt County Operational Area Hazard Mitigation Plan (Hazard Plan). The Hazard Plan is ready for adoption by all planning partner agencies. Staff recommends Council approve and adopt the plan by resolution, authorize staff to make non-policy related changes if requested by FEMA and authorize staff to apply for pre-disaster and hazard mitigation grant funding to implement projects identified in the Hazard Plan.

Once the hazard mitigation plan is adopted by all of the jurisdictional partners and approved by FEMA, the partnership will collectively and individually become eligible to apply for hazard mitigation project funding from both the Pre-Disaster Mitigation Grant Program (PDM) and the Hazard Mitigation Grant Program (HMGP). The grant funds are made available to states and local governments and can be used to implement the long-term hazard mitigation measures specified within the HMP before and after a major disaster declaration.

The HMP is considered a living document such that, as awareness of additional hazards develops and new strategies and projects are conceived to offset or prevent losses due to natural disasters, the HMP will be evaluated and revised on a continual 5-year time frame. An Executive Summary and the City of Trinidad Annex of the Hazard Plan Update is attached. The Volumes I and II and other Hazard Plan information can be accessed [here](https://humboldt.gov/506/Local-Hazard-Mitigation) at <https://humboldt.gov/506/Local-Hazard-Mitigation>.

#### **Recommended Actions:**

1. Review the Board Report and the Adoption Resolution;
2. Approve and adopt by resolution the Humboldt Operational Area Hazard Mitigation Plan 2020 Update;
3. Direct the City Clerk to transmit a copy of the resolution to the Sheriff's Office of Emergency Services to be included in the final Federal Emergency Management Agency (FEMA) approval of the plan;
4. Authorize staff to make non-policy related changes to the plan if requested per FEMA plan approval review; and
5. Authorize staff to make application to the Pre-Disaster Mitigation (PDM) grant program and Hazard Mitigation Grant Program (HMPG) to secure funds to implement projects identified in the Humboldt Operational Area Hazard Mitigation Plan.

There was no public comment.

**Davies:** I do not support authorizing any grant applications. The Resolution and grant application are two separate processes.

*Motion (Davies/Grover) to accept recommended actions 2-4, and revisit action item 5 (potential grant proposals) at a later time. **Passed 4-0.***

2. Discussion/Decision regarding Email List Notification Procedure and Archiving Public Comments to the City Website.

City Manager Naffah explained that the Council has been very clear with their desire to increase public engagement in the City government process. That includes inviting public comments and/or attendance at meetings of the Council, Planning Commission, and Advisory Committees, as well as encouraging service on the volunteer positions such as Council, Commission, Committees.

There are legal obligations in the Brown Act that define noticing requirements for City Council meetings, and there are courtesy processes that have been adopted by the City in the evolution of the digital age such as the City website and Email List. The electronic media is used to alert the public of official city business such as upcoming meetings, vacant positions, available, or general information that is of importance to the City and the community at-large. It is used regularly to promote the additional resources available on the City website such as the City Calendar, Document Library, and Home Page that contains news, alerts, and updated information.

The City has not recently discussed or adopted an official policy for the established use of electronic notifications, and as we continue to refine how this tool is used, the Council may wish to provide direction or establish some framework and/or ground-rules for the use of this list. Staff's primary goal in administering information is consistency, and keeping the public interested in receiving these email alerts as they are one of a few communication tools that connects them to their government.

New or increased expectations for the Email list are welcome. Staff resources should be a component of a holistic and thoughtful discussion. The adoption of any new policy will mandate a procedure, thereby reduce Staff discretion, and likely impact other City business activity, priorities, or in some instances have budget implications.

Along those same lines, Councilmember Davies has requested that digital archival and publishing of public comments to the website be agendaized for a formal discussion. We often hear "please include my comments in the public record", for instance. Staff will explain the current procedure for archiving public comments submitted prior to and/or during public meetings, and hope to receive clear direction from the Council on details such as submission requirements, publishing deadlines, and if there are any other public documents or improvements they wish to prioritize in the archiving process.

Public comments included:

**Carpani Burns** – NAACP Member

I support any effort that improves accessibility and invites the public to be involved. The documents can be hard to read.

Council comments included:

**Davies:** I would like to see e-alerts sent for each upcoming meeting – special meetings included. The reminders are very important. I also believe that public comments can be submitted to persuade the Council, as well as persuading other members of the public to contribute, so all public comments should be archived on the City website.

**Miller:** I would like to know who is on our email list, where they live, and what type of information they would like to receive from us. The email list should be more sophisticated, allowing people to select their content, and join or remove themselves from the list with ease.

*Motion (Davies/Grover) to require an e-alert to be sent prior to every city meeting, with a message included for instructions to opt-out of future messages. Staff should also explore the possibility of including a clickable option on the website homepage to join the email list. **Passed 4-0.***

*Motion (Davies/Grover) to archive all public comments on the City website, with comments received the by noon the day before the meeting published pre-meeting, and comments received after the deadline published at a later date. **Passed 4-0.***

3. November 2020 City Election & Sales Tax Measure Update

City Manager Naffah explained that at the February 11, 2020 regular meeting, the Council was provided with a 2020 calendar summary that included a month-to-month account of agenda items to be expected as the election process unfolds. The first item of business is to determine whether or not to proceed with a Sales Tax measure on the November ballot. The Council requested the following information:

- How much revenue the City's 3/4 % Sales Tax generated over the last 4 years.
- How much standard Sales Tax revenue was received during the same period.
- A summary of City revenues and their relationship to the larger revenue picture.

The Council will be holding their second regular meeting on March 24. The information requested with be presented for discussion at that time. If there are any additional question or research requests in preparation of the March 24 meeting, this will be an additional opportunity to request them.

There was no public comment.

Council comments included:

**Miller:** I would like to see spreadsheets. The more information the better. I would also like to see a summary of the main Sales Tax generators (gas station, grocery store, shops, etc.).

**Davies:** I would like to see the voting results from the last election.

*No decision was made. Staff will return with more information at a future meeting.*

4. Update on Planning Commission and Committee Vacancies.

City Manager Naffah explained that as of today, there have been no letters of interest submitted for the Planning Commission or Committee vacancies. Staff will continue the recruitment process until such time that eligible applicants express interest and all the vacancies are filled.

*Information item only. No decision was made.*

**XI. FUTURE AGENDA ITEMS**

- Possible meeting on March 17 to discuss Trinidad Rancheria Hotel FONSI
- Sales Tax Ballot Measure Discussion
- Stormwater Agreement
- Galindo Trail Discussion
- Draft Water Policy

**ADJOURNMENT: 8:20pm.**

**Submitted by:**

\_\_\_\_\_ signed copy on file \_\_\_\_\_  
**Gabriel Adams**  
Trinidad City Clerk

**Approved by:**

\_\_\_\_\_ signed copy on file \_\_\_\_\_  
**Steve Ladwig**  
Mayor